



**ESD-U MEMORANDUM OF AGREEMENT
FISCAL YEAR 2024-2025**

**EDUCATIONAL SERVICE DISTRICT NO 112
2500 NE 65th Avenue
Vancouver WA 98661-6812**

Parties to the Agreement:

Educational Service District No. 112, hereinafter referred to as “ESD112”, and Lake Stevens School District No. 004, 12309 22nd Street NE, Lake Stevens WA 98258, hereinafter referred to as the “District”.

IN WITNESS WHEREOF, the District and ESD112 (the Parties) have executed this Agreement on the date and year indicated below. Signed versions of this Agreement transmitted by facsimile copy or electronic mail shall be the equivalent of original signatures on original versions.

LAKE STEVENS SCHOOL DISTRICT NO 004

AUTHORIZED SIGNATURE: Mary Templeton
Mary Templeton (Jan 3, 2025 11:20 PST)

DATE: 01/03/2025

EDUCATIONAL SERVICE DISTRICT NO 112

AUTHORIZED SIGNATURE: Tim
Tim Merlino (Jan 3, 2025 11:21 PST)

DATE: 01/03/2025

ALTERNATE ROUTE TO TEACHING MEMORANDUM OF AGREEMENT

The District and ESD-U will recruit, place and support candidates who will enroll in the ESD-U Teacher Preparation Program. ESD-U, an approved Washington State Alternative Route Provider, will offer courses. The Parties agree to work collaboratively to implement the ESD-U Program.

Agreement Number:

25101-108

Start Date:

July 1, 2024

End Date:

June 30, 2025

Agreement Contacts:

Program Provider (Name, Title, Address, Email)	Teacher Preparation Provider (Name, Title, Address, Email)	District (Name, Title, Address, Email)
Mike Nerland Assistant Superintendent 2500 NE 65 th Avenue Vancouver, Washington 98642 mike.Nerland@esd112.org	Dr. Lori Jass Director of ESD-U 2500 NE 65 th Avenue Vancouver, Washington 98642 lori.jass@esd112.org	Mary Templeton Superintendent 12309 22 nd Street NE Lake Stevens, Washington 98258 mary_templeton@lkstevens.wednet.edu

Terms and Conditions of Agreement:

This memorandum outlines the agreement between ESD-U, supported by ESD 112 as the Alternative Route Program Provider (ESD 112), the approved Alternative Route Teacher Preparation Provider (ESD-U) and the District. The purpose of this partnership is to support the Districts, which have common needs to recruit, train and employ teachers in shortage areas, and their interest in working with each other, ESD 112 and ESD-U to create a strong successful alternate route to teaching program, with an emphasis on “grow your own teacher” strategies that will address the Districts’ staffing needs, especially as it pertains to the diversification of the teacher workforce.

This project will be carried out in accordance with Washington State legislation authorizing the Alternate Route Program RCW 28A.660.040, Findings-Declaration RCW 28A.660.005, Proposal-Funding RCW 28A.660.020, and Conditional Loan Scholarship- Requirements-Recipients RCW 28A.660.050

This partnership between ESD 112, the Program Provider, ESD-U, the Teacher Preparation Provider, and the Districts, is intended to further the goal of all the partners, which is to meet the Districts’ needs to increase their teacher pool in identified shortage areas, Special Education (SPED), English Language Learner (ELL), Reading, and Elementary Education (Elem Ed) services in particular, as well as to bring greater diversity to the teacher workforce. The partners will meet the goal through implementation of the following:

1. Building and supporting a collaborative recruitment process, in which Districts will identify and recommend qualified candidates in underrepresented groups and in the Districts’ high need areas to apply for ESD-U program, as well as recommend qualified paraeducators to enroll in Paraeducator and Explorer Program.
2. Building and supporting a collaborative selection process, in which Districts will review and select qualified candidates after ESD-U has vetted the candidates through the application process.
3. Developing and carrying out a responsive program, designed specifically to meet the Districts’ needs for diverse, qualified teachers to serve in shortage areas.
4. Providing prior learning assessments and credit to support student completion of the Alternative Teacher Preparation Program.
5. Offering a range of support services by all the partners to support candidate success.
6. District commitments to work together to hire and/or place candidates upon successful completion of the Alternative Teacher Preparation Program.

The District and ESD-U will recruit, place and support candidates who will enroll in the ESD-U Teacher Preparation Program. ESD-U, an approved Washington State Alternative Route Provider, will offer courses. The Parties agree to work collaboratively to implement the ESD-U Program.

- A. Each of the Districts individually will recruit, identify and select participants to meet the individual District’s staffing needs to support enrollment. At time of candidate selection, participating districts slots will be made available based on qualified candidates and identified shortage need.

- B. ESD-U Teacher Preparation Program will offer a residency certification program for ELL, elementary education and special education with reading, special education, elementary education and ELL endorsement(s) courses. The teaching certificate and endorsement courses will be offered starting in July 2024.
- C. ESD-U Teacher Preparation Program will offer a retooling endorsement program for ELL, elementary education, special education, and reading endorsement(s) courses. The endorsement courses will be offered starting in July 2024.
- D. ESD-U Teacher Preparation Program will provide key faculty member(s) to implement the program.
- E. ESD 112, the Program Provider, will provide human resource, fiscal, and other educational support to the Districts.

Specific responsibilities of each of the Parties to this agreement are as follows:

ESD-U Teacher Preparation Provider Supported by ESD 112 will:

- 1. Advertise, organize and support regional recruitment events.
- 2. Provide process for the Districts' to screen and select qualified participants.
- 3. Support and facilitate enrollment in Teacher Preparation Program.
- 4. ESD-U will work with participants to obtain a national criminal background check and to obtain current fingerprinting through Washington State ESD Fingerprinting Services prior to commencement of the participant's learning experiences, and for permission to release a copy of those records to ESD-U and to authorize the ESD-U to transmit those records or copies to the District.
- 5. Work with Districts on the provision of a variety of support services for participants.
- 6. Pay mentors that participate in the Program and support Districts in mentor selection and training.
- 7. Facilitate learning activities and Program implementation.
- 8. Identify field supervisors who will work directly with the District(s).
- 9. Provide the Program Provider with promotional materials and student orientations to assist with recruitment.
- 10. Schedule program courses.
- 11. Monitor candidate progress while working with a classroom mentor, as well as facilitate learning activities during coursework and in mentoring support.

Districts will:

- 1. Identify key staff members who will serve as a District liaison to ESD 112 and ESD-U.
- 2. Participate in regional recruitment meetings.
- 3. Work with ESD 112 on participant screening and selection.
- 4. Individually, or with support from ESD-U, identify and support mentors that will be assigned to support participants who are in the corresponding endorsement area. (Routes 2, 3 & 4)
- 5. Ensure mentors have completed Mentor Academy.
- 6. Provide appropriate residency access for candidates, according to their route, which would include elements of case management, direct instruction to students from the endorsement area, and leading adults.
- 7. Provide access to appropriate responsive learning needs and professional development.
- 8. Offer other educational support services to participants.

9. Individual district candidates will be identified by May 15 of the enrollment year, with total participants confirmed by June 30 of the enrollment year.
10. Work diligently and in good faith to support candidates in successful completion of the Teacher Preparation Program as defined in roles and responsibilities found in the Candidate Handbook.
11. Exercise good faith in extending employment offers to participants who successfully complete the Program having worked in the District, provided that there are vacant positions, the participant meets District employment requirements and the District has adequate funding to extend an offer.

Outcomes:

In order to accomplish the general objectives of this agreement, and meet the associated outcomes, the Districts shall perform the specific duties, as outlined in the ESD-U Candidate Handbook. The understanding is that the information may be subject to change, based upon the individual Districts' program needs, as agreed upon by the all partners and approved by ESD-U Professional Educator Advisory Board (PEAB) and the Professional Educator Standards Board (PESB).

Financial Arrangements:

Tuition is paid by the candidate, unless the District has arranged internal scholarships for candidates within their systems.

	Retooling Candidate <ul style="list-style-type: none"> • SPED • ELL • ELEM ED • READING 	Initial Certification Candidate (Stand- alone) <ul style="list-style-type: none"> • ELEM ED • SPED 	Initial Certification Dual Endorsement Candidate <ul style="list-style-type: none"> • SPED/ELEM ED • ELL/ELEM ED
Tuition	*\$5,500/candidate	*\$9,250/candidate	*\$12,250/candidate
Mentor Stipend	N/A	\$500/candidate <i>Paid to mentor by ESD 112 or district. Funded by candidate tuition.</i>	\$500/candidate <i>Paid to mentor by ESD 112 or district. Funded by candidate tuition.</i>
Field Supervision Support	\$300/candidate <i>Paid to field supervisor by ESD 112 or district. Funded by candidate tuition.</i>		\$500/candidate <i>Paid to field supervisor by ESD 112 or district. Funded by candidate tuition.</i>

*Tuition rates subject to change annually

Student participants will be responsible for the following estimated out-of-pocket expenses
 (unless supplemented through the grant or other resources from the Teacher Preparation Program, District, and/or other partners as listed as supplemented):

WEST-B Test Fee (if applicable)
WEST-E Test Fee
Endorsement Certificate Fee
EdTPA Portfolio Assessment Fee (Routes 2, 3 & 4 only)
Fingerprinting Fee (if applicable)

Key Roles and Responsibilities:

Responsibilities	ESD-U With Support of ESD 112	Districts
Recruitment	X	X
Orientation to Instructional Framework		X
Selecting Candidates	X	X
Formal Admissions	X	
Program Development and Review	X	X
Seminar Support **	X	
Required Course Instruction	X	
Identified Professional Learning Support **	X	X
Anticipated Professional Learning Support **	X	X
Mentor Selection (Routes 2, 3, &4)	X	X
Mentor Training	X	X*
Coursework Development	X	
Instructors	X	
Certification Recommendation	X	
Field Supervision	X	
Website Maintenance	X	
Program Evaluation- ESD-U PEAB	X	X(Input)
Data Reporting to PESB through ESD-U PEAB	X	

* Ongoing training supported in partnership with districts/regional roundtables, in district roundtables, and/or through district provided professional development.

** Supported through the Beginning Educator Support Team (BEST) grant for applicable candidates as Year 1 or Year 2 teachers employed by participating districts.

Lake Stevens School District No. 004
Agreement No. 25101-108
Alternate Route to Teaching Memorandum of Agreement

Key Activities Timeline:

**These dates may change pending program development and ESD-U PEAB feedback.*

Activities 1- Cohort One 2- Cohort Two	1-Start Date	1-End Date	2-Start Date	2-End Date	Responsible
Recruitment Select	1/1/24	07/01/24	09/01/24	07/01/25	ESD-U / ESD 112 / Districts
Support Services	7/01/24	06/30/25	07/01/25	06/30/26	ESD-U / ESD 112 / Districts
Coursework	7/01/24	06/30/25	07/01/25	06/30/26	ESD-U
Fieldwork	9/01/24	06/01/25	9/01/25	06/01/26	ESD-U
Mentor Training and Services	5/15/24	06/01/25	05/15/25	06/01/26	ESD-U / ESD 112 / Districts

Terms of Agreement and Termination

The effective dates of this Agreement are July 1, 2024 through June 30, 2025. The Agreement dates may be amended by a written addendum signed by all parties.

Notice

This agreement shall be subject to the written approval of the authorized representative of ESD-U representatives and the Districts' Board of Directors and shall not be binding until so approved. The agreement may be altered, amended, or waived only by a written amendment executed by the Program Provider, the Teacher Preparation Provider, and the majority agreement of the Districts.